

## 9.2 View Transfer Credit Report

**Purpose:** Use this document as a reference for producing a student's transfer credit report through the Academic Records tile on the ctcLink Student Homepage.

**Audience:** Students; Student Services staff.

### View Transfer Credit Report

#### Navigation: Student Homepage


1. Select the **Academic Records** tile.
2. The **Academic Records** links display in the left menu.
3. Select **View Transfer Credit Report**, located on the left side of the screen.
4. The **View Transfer Credit Report** displays.
5. Details for credit awarded will be visible if the student has been awarded credit in these areas:
  - Course Credits
  - Test Credits
  - Other Credits

The screenshot displays the 'View Transfer Credit Report' interface. It features a header with navigation icons and a search bar. Below the header, there are two main sections, each with a 'Model Nbr' and a 'Posted' status. The first section, 'Course Credits', shows a table with columns: Transfer Term, Incoming Course, Units Taken, Grade Input, Status, Equivalent Course, Units, Grade, and Notes. The second section, 'Test Credits', shows a table with the same columns. Below the tables, there are sections for 'Test Credits' and 'Other Credits', both indicating 'No test credits found' and 'No other credits found' respectively.

Transfer Term	Incoming Course	Units Taken	Grade Input	Status	Equivalent Course	Units	Grade	Notes
WINTER 2018	NTR 150	5.00	C+	Posted	NUTRA 101	5.000	C+	
WINTER 2018	HUM 105	5.00	A	Posted	CMST 110	5.000	A	
WINTER 2018	ENGL& 101	5.00	A	Posted	ENGL& 101	5.000	A	

Transfer Term	Incoming Course	Units Taken	Grade Input	Status	Equivalent Course	Units	Grade	Notes
WINTER 2018	PSYC& 200	5.00	A	Posted	PSYC& 200	5.000	A	
WINTER 2018	PSYC& 100	5.00	A	Posted	PSYC& 100	5.000	A	
WINTER 2018	MATH& 146	5.00	B+	Posted	MATH& 146	5.000	B+	
WINTER 2018	CMST& 101	5.00	A	Posted	CMST& 101	5.000	A	
WINTER 2018	CHEM& 121	5.00	B+	Posted	CHEM& 121	5.000	B+	
WINTER 2018	BIOL& 260	5.00	A-	Posted	BIOL& 260	5.000	A-	
WINTER 2018	BIOL& 242	5.00	B	Posted	BIOL& 242	5.000	B	
WINTER 2018	BIOL& 241	5.00	A	Posted	BIOL& 241	5.000	A	
WINTER 2018	BIOL& 160	5.00	A	Posted	BIOL& 160	5.000	A	
WINTER 2018	ASTRA& 100	5.00	A-	Posted	ASTRA& 101	5.000	A-	
WINTER 2018	MATH 95	5.00	A	Posted	MATH 95	5.000	A	

**Process complete.**

 Please get in touch with your college if you require immediate assistance with ctcLink. [Check out the contact information and highlights for each community and technical college.](#)